

# **STATE OF ALABAMA**

## **Information Technology Policy**

### **Policy 680-01: Information Protection**

All information is important but protecting all information to the same degree is inefficient and impractical. Information needs to be protected in accordance with established security objectives.

#### **OBJECTIVE:**

Establish the basis for assigning an appropriate level of security to the processing, storage, and transmission of State of Alabama information resources.

#### **SCOPE:**

This policy applies to all users (State of Alabama employees, contractors, vendors, and business partners) of any State-managed information resources.

#### **RESPONSIBILITIES:**

All information and information system resources shall be categorized and protected to ensure the security objectives of confidentiality, integrity, and availability. Category definitions shall be specified in State standards.

Ensure appropriate levels of protection are applied to information and information system resources by developing standards and procedures for determining and implementing minimum security requirements based on the information protection category.

#### **Agency Management shall:**

- Define agency information protection categories based on State standards
- Communicate information protection requirements throughout agency and to all information custodians
- Assist information owners with assessing the information protection category of their resources
- Audit to ensure compliance with State and agency policies, standards, and procedures

#### **Information Custodians shall:**

- Ensure information and information system resources are protected in accordance with the information owner's agreed upon requirements

#### **Information Owners shall:**

- Assess information and information system resources, and assign the required information protection category
- Ensure information and information system resources are protected commensurate with their information protection category

**ENFORCEMENT:**

Refer to Information Technology Policy 600-00: Information Security.

[http://isd.alabama.gov/policy/Policy\\_600-00\\_Information\\_Security.pdf](http://isd.alabama.gov/policy/Policy_600-00_Information_Security.pdf)

**ADDITIONAL INFORMATION:**

DEFINITIONS: Refer to Information Technology Dictionary

[http://isd.alabama.gov/policy/IT\\_Dictionary.pdf](http://isd.alabama.gov/policy/IT_Dictionary.pdf)

*Signed by Jim Burns, Chief Information Officer*

**DOCUMENT HISTORY:**

Version	Release Date	Comments
Original	6/8/2006	